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| Job Title: | Specialty Doctor/ GP |
| Reports to (job title): | Head of Service |
| Line Manager to: | TBC |

Job purpose

We have an exciting opportunity for a permanent **Specialty Doctor** to join our **North Locality Hospital at Home** service. The service is currently undergoing an exciting period of transformation, making this an excellent time to become part of a dynamic and innovative team.

We are seeking a doctor to work **5 sessions per week**, with flexibility around working hours to meet the needs of the service. There may be occasional weekend working requirements.

The successful candidate will provide **clinical assessment and management of patients**, support the multidisciplinary team in delivering **Comprehensive Geriatric Assessment**, and promote **safe and timely discharge** through close collaboration with the MDT, patients, and their families.

Applicants should have experience in **Geriatric Medicine, Acute Medicine, or General Medicine**, with a strong background in working with patients living with **frailty**. While we ideally seek a full-time applicant, we are happy to consider **part-time** arrangements (minimum of 5 sessions per week).

Base:

The role is based in the North of Wiltshire, with the exact base location negotiable within the locality. The post holder will carry out regular visits to patients in their homes across North Wiltshire and must be prepared to work flexibly across the area.

Key responsibilities

• Management

- Consultation and expert opinion provision, supervision, support, professional development, appraisals. Case load management.

• Clinical practice

- Delivering evidence based advanced clinical practice skills to ensure the appropriate management of patient's needs. Using skills of assessment, diagnosis, interpretation of tests, forward planning of care & treatment. Timely recognition of deteriorating patients, appropriate response, escalation & documentation.

• Non-medical prescribing

- Current registration as an active medical prescriber. Routine writing of drug charts to prescribe medication for patients whilst in the Virtual Ward and in preparation for discharge. Review of medications in response to changing clinical needs. Collaborative working with Pharmacy colleagues.

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- **Leadership-** Act as a professional role model for colleagues. Demonstrate collaborative working partnerships challenging traditional professional boundaries but maintaining excellence, quality, safety & working within the scope of own professional practice.

- **Audit & research-** Participate in, initiate, and deliver audit & research to identify current practice, drive continuous improvement & contribute to the development of new knowledge, theory & practice to benefit patients & colleagues.

- **Supporting the learning environment-** Commitment to & evidencing of personal professional development. Providing a positive learning environment for students & colleagues. Delivering training & education to support up to date evidenced based practice.

- **Continuous improvement-** Identifying poor practice & supporting improvement opportunities as part of a Just Culture based on reflection, learning & improvement through SBAR completion, thematic review.

This job description is not exhaustive and may be amended from time to time as the employer and employee review at appraisal.

Outline of Provisional Job Schedule:

Offering flexibility with full or part time hours available. Working across our two sites in Grimsby and Scunthorpe throughout the week.

Benefits:

- Substantive Consultant position
- Competitive package negotiable
- Full medical indemnity fees covered
- Pension
- Flexibility with regard to part time/full time post

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisations values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers and partners. They have been defined by our colleagues and have been integral

to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care Think Do

- Inspire • Challenge •
- Understand • Improve •
- Communicate • Learn •

Accountability

Involve

Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images or voice) is covered by the 1998 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice, NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

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Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

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Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance within the company's medicines policies to ensure the safe, legal and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company intranet.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

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We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a “non-smoking” policy. Employees are not able to smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company’s intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

PERSON SPECIFICATION

Essential

- Full GMC Registration
- Must able to demonstrate working at specialty reg level and above or a general practitioner.
- Geriatric Medicine, Acute Medicine, or General Medicine, with a strong background in working with patients living with frailty UK permit or right to work in the UK
- Commitment to professional development
- Knowledge of the NHS, primary and secondary care
- Understands the importance of evidence based practice and clinical effectiveness
- Understanding of Clinical Governance and quality issues and health and social policy
- Ability to make good clear concise medical notes, both computerized and manual
- Experience of Microsoft Office applications
- Excellent interpersonal and communication skills
- A ‘solutions focused’ approach
- Ability to listen and empathize
- Potential to cope with stressful situations
- Ability to undertake responsibility
- Able to work as part of a multi-disciplinary team

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- Understanding of the role of teamwork in providing quality care
- Trustworthy
- Able to work as part of a multi-disciplinary team
- Understanding of the role of teamwork in providing quality care
- Trustworthy
- Flexible and a good timekeeper
- Good organizational and time management skills
- Ability to manage and facilitate change
- Understanding, acceptance and adherence for the need to keep strict confidentiality.
- Ability to use own judgement, resources and common sense
- Able to work under pressure and within an ever- changing environment
- Effective team worker
- Decisive, confident working style with the ability to deal with competing priorities
- Commitment to continuing professional development

Desirable

- Evidence of interest in additional clinical skills
- Experience of working in a Hospital at Home service
- Experience of Clinical systems (System One)

Other requirements: -

- Have a full driving licence, with own vehicle and business insurance

Employee Signature

Manager Signature
